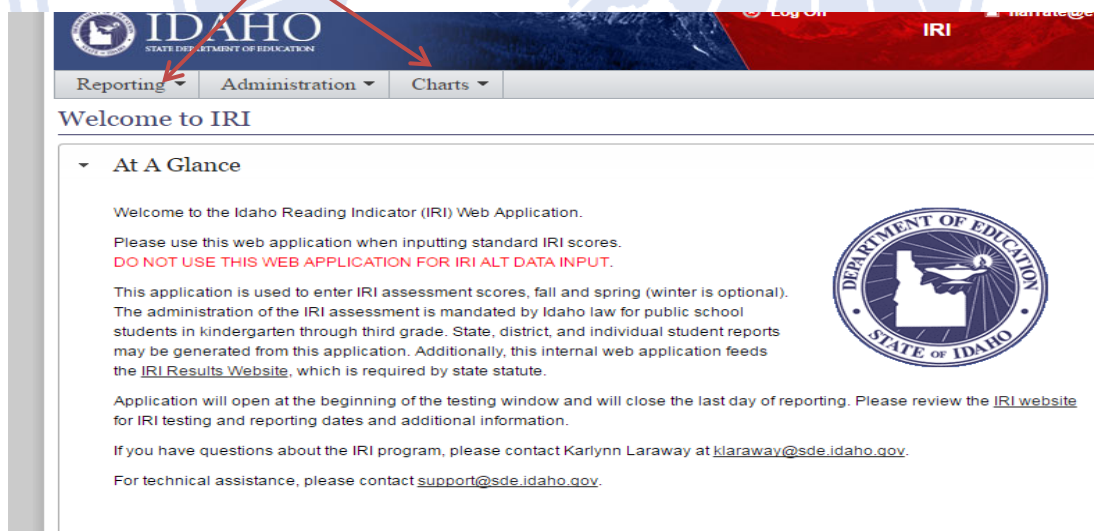




IRI Uploading Quick Guide

INFO: You no longer upload scores through the IRI Web Application. The application will no longer allow scores to be uploaded.


- Here is the new look of the IRI Web Application:
- You can still look at your scores after they have been uploaded through staging data, under the reporting tab. (This can occur only after the deadline submission in ISEE)
- Charts are still available after student data has been uploaded through ISEE.



STEP I: Download student information onto a spreadsheet from your student information system

- Download (export) the student EDUID, student last name, student first name, student grade level, teacher name, from your district Student Information System (PowerSchool, Infinite Campus, Lumens, etc.)
- Sort students alphabetically, by grade level and teacher.
- Record student scores (letter sound, letter naming or reading) and skill level, directly on [spreadsheet](#) shown here.

Skill level											
	A	B	C	D	E	F	G	H	I	J	K
1	Student EDUID	Student last name	Student first name	Grade Level	Teacher	Letter sound fluency	Letter naming fluency	Reading CBM	Skill level		
2											
3											
4											
5											
6											
7											
8											
9											



Idaho Reading Indicator Student Record Card Grades K-3

Student Name: _____ EDUID: _____ School Year: _____
Last Name, First Name, Middle Name State Unique Identifier

School/District: _____

IS or HAS student been in a Reading Intervention Program? Briefly explain and provide grade. _____

Skill Levels: 3 - Benchmark 2 - Strategic 1 - Intensive

Kindergarten

Fall

Subtest	Total Correct	Skill Level
Letter Naming Fluency (LNF)		
Letter Sound Fluency (LSF)		
Letter Naming Fluency Total		
Letter Sound Fluency Total		
LNF Determines Skill Level		
LSF Determines Skill Level		

Winter - OPTIONAL

Subtest	Total Correct	Skill Level
Letter Naming Fluency (LNF)		
Letter Sound Fluency (LSF)		
Letter Naming Fluency Total		
Letter Sound Fluency Total		
Highest & strongest score will determine skill level		

Spring

Subtest	Total Correct	Skill Level
Letter Sound Fluency (LSF)		
Letter Naming Fluency (LNF)		
Letter Sound Fluency Total		
Letter Naming Fluency Total		
LSF Determines Skill Level		

1st Grade

Fall

Subtest	Total Correct	Skill Level
Letter Sound Fluency (LSF)		
Reading CBM (RCBM)		
Letter Sound Fluency Total		
Reading CBM Total		
LSF Determines Skill Level		

Winter - OPTIONAL

Subtest	Total Correct	Skill Level
Letter Sound Fluency (LSF)		
Reading CBM (RCBM)		
Letter Sound Fluency Total		
Reading CBM Total		
Highest & strongest score will determine skill level		

Spring

Subtest	Total Correct	Skill Level
Reading CBM (RCBM)		
Letter Sound Fluency (LSF)		
Reading CBM Total		
Letter Sound Fluency Total		
RCBM Determines Skill Level		

STEP II: After testing, record and organize IRI scores according to Test Results file layout.

- Test Results file should include: Student EDUID, grade level, school id # (4-digit), test date, skill level (1, 2, 3), letter name fluency (if applicable), letter sound fluency (if applicable), and/or reading CBM score.
- Here is what the ISEE test results file should look like:

	A	B	C	D	E	F	G	H
1	IDStuld	schoolId	testDate	skilllevel	InfScore	IsfScore	rcbmScore	
2	987654321	1234	9/2/2016	3	30	15		
3	123456789	1234	9/2/2016	1		16	5	
4	123456780	1234	9/2/2016	2			51	
5								
6								
7								

STEP III: Submit spreadsheet to ISEE District coordinator/ Test Coordinator for upload prior to the ISEE submission deadline, as the Test Results file.

- Please work with your District ISEE Coordinator/District Test Coordinator about the date of your district's ISEE submission. District ISEE Coordinators/Test Coordinators have several files and discrepancies to clear before ISEE submission can take place.

STEP IV: Contact your district technology personnel for assistance with Excel. If you have any other questions, you can contact Heidi Arrate @ harrate@sde.idaho.gov or 208-332-6909.